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# GOUCHER COLLEGE

Welch Center for Graduate and  
Professional Studies

## Limited Residency Graduate Programs **COURSE CATALOG** 2017-2018

MFA in Art & Technology  
MA in Arts Administration  
MFA in Nonfiction  
MA in Cultural Sustainability  
MA in Digital Arts  
MA in Environmental Studies  
MA in Historic Preservation  
MA in Management

[www.goucher.edu/gps](http://www.goucher.edu/gps)

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# 2017-18 Academic Calendar

## Summer 2017

June 5 Summer classes begin  
June 9 Last day to drop/add  
June 23 Last day to withdraw  
July 20 Last day of classes

## Fall Residency 2017

July 18 PGP I - On-campus residency begins  
July 25 Last day to drop/add  
July 29 Last day of on-campus residency  
July 30 Commencement  
Aug 1 PGP I - Online period begins  
Aug 18 PGP I - Online period ends

## Fall Online 2017

Aug 28 PGP II - Online classes begin  
Sept 8 Last day to drop/add  
Nov 3 Last day to withdraw  
Nov 22-26 Thanksgiving Break  
Nov 24 Last day to request an extension  
Dec 8 PGP II - Online classes end

## Spring Residency 2018

Jan 12 PGP I - On-campus residency begins  
Jan 17 Last day to drop/add  
Jan 20 Last day of on-campus residency  
Jan 22 PGP I - Online period begins  
Feb 9 PGP I - Online period ends

## Spring Online 2018

Feb 12 PGP II - Online classes begin  
Mar 2 Last day to drop/add  
Apr 20 Last day to withdraw  
May 4 Last day to request an extension  
May 18 PGP II - Online classes end  
May 25 Commencement

## Other Key Dates for All Programs

	<u>Summer</u>	<u>Fall</u>	<u>Spring</u>
Registration Opens	April 15	May 10	Nov 1

# Program Specific Dates

## Arts Administration

**Note:** Course introductions to online courses are offered during the Fall residency. Non-Arts Administration students who are interested in taking an Arts Administration class must attend these course introduction sessions in July. For more information, contact Ramona Baker.

## Nonfiction

<b>Manuscript Deadlines</b>	<b>Fall</b>	<b>Spring</b>
Manuscripts from prospective graduates due	<b>Nov 7</b>	<b>April 23</b>
Third-semester students' manuscript drafts due to fourth-semester instructors	<b>Dec 14</b>	<b>June 1</b>
Bound manuscripts due in Welch Center for prospective graduates. Manuscript abstracts and keywords due	<b>Jan 9</b>	<b>June 29</b>

**April 2** Chris White entries and excerpts for anthology due to Welch Center

## Cultural Sustainability, Digital Arts, Art & Technology, and Environmental Studies

Capstone proposals due by the end of the semester prior to when the Capstone will start. See Director for more info.

## Historic Preservation

**Note:** To take HP courses, students must attend the appropriate course introduction which is offered during the Fall residency.

### Award Applications:

- The application date for the McCullough Award and the Lee Award is the last day of the spring semester.
- The announcement date for eligibility, guidelines, and deadlines for prizes in the HP program, including alumnae/i prize for first year students, the Lee Award, and the McCullough Award is September 30<sup>th</sup>.

## Limited Residency Degree Programs

Goucher College's limited residency master's degree programs are geared towards working professionals who want to take the next step in their professional lives. Our hybrid on-campus/online format gives students the best of both worlds. We pioneered the limited-residency master's degree format to provide a high impact graduate education that is both convenient and extremely effective.

Throughout the academic year, faculty maintain close contact with students through a variety of communications channels. During residency, faculty meet face-to-face with students during intensive on-campus classes. During our online sessions, classes meet in an interactive, web-based format. The limited-residency structure means that students have the attention of thought leaders and experienced practitioners from around the world, wherever they live or work. Relationships bridge the on-campus and online sessions, and help students form lifelong friendships and the professional connections to help them throughout their careers.

Our students address real-world issues that directly affect their community and their discipline. Our goal is to empower our students to address the complex and dynamic challenges they face as professionals in leadership positions. Students graduate with an advanced degree that enhances their ability to make a lasting contribution to the world.

For more information or an application, visit us at:

Robert S. Welch Center for Graduate and Professional Studies

<http://www.goucher.edu/graduate-programs>

Julia Rogers Building, Room 204

410-337-6200 or 1-800-697-4646

[center@goucher.edu](mailto:center@goucher.edu)

# Limited Residency Information

## On-Campus Residency Requirements

Students attend residencies at Goucher in late July and/or early January (see program details). One of the most important aspects of residency in a limited residency program is that you are able to spend time with your faculty and peers, both inside and outside the classroom. Participating in meals and special events, such as guest speakers, field trips, technical trainings, and get-togethers is part of what makes this a rich learning community.

During the first residency, new students will meet with the program director to plan their preliminary course of study. An on-campus orientation is required for incoming students in some of the programs, and is scheduled the day prior to when residency classes start. To jump-start the process, an online orientation is also available to help students prepare for graduate school and to be successful in distance learning.

## Off-Campus Requirements

Faculty maintain regular contact with students throughout the semester. Depending on the course, this may involve individual discussions by telephone or email, online conferencing, live classes, or conference calls involving occasional guest speakers. Typically, regular communication between faculty and students will be weekly.

Off-campus communication will also include submitting assignments, papers, and participating in discussions and other written work using the Canvas platform. Students can expect an average of 7 to 10 hours per week in reading, writing, and research assignments per course. Online courses that include synchronous meeting sessions will usually be scheduled to take place on weekday evenings or on weekends. Students are responsible for maintaining contact with instructors and with program administrators during the semester. Email is the preferred method of contact.

# Programs

## **Master of Arts in Arts Administration (43 credits)**

The Master of Arts in Arts Administration program gives working professionals the ability to further their skills and knowledge in the challenging and ever-changing field of arts administration. The core curriculum covers key fields in arts administration including leadership, marketing, fundraising and development, law, financial management, national and international arts issues, grantsmanship, and global arts policies. Elective courses include entrepreneurship and new ventures, visual arts management, performing arts management, community arts, and arts education. Students and faculty are drawn from both the nonprofit and for-profit sectors, and include all areas of theatre, dance, music, visual arts, arts advocacy, producing and presenting, arts councils, arts service organizations, and arts education. For more information, visit: [www.goucher.edu/MAAA](http://www.goucher.edu/MAAA)

## **Master of Fine Arts in Nonfiction (49 credits)**

The mission of the MFA in Nonfiction program is to help students develop as writing professionals with an emphasis on publishing. Students come from a wide range of interests, including narrative, memoir, personal essay, and literary journalism. Throughout the program, students work intensively with mentors and in small groups, developing a book length manuscript. The program prepares students not only to write books, but also for careers including: writing for magazines, documentaries, or online publications; editor at a publishing house or magazine; teaching; or even as a radio or television commentator. For more information, visit: [www.goucher.edu/MFA](http://www.goucher.edu/MFA)

## **Master of Arts in Cultural Sustainability (42 credits)**

The Master of Arts in Cultural Sustainability prepares students to effectively engage and build community capacity for sustainability, resilience, and innovation in the face of complex social challenges. The program prepares students to work effectively in identifying and supporting the cultural history, resources and gifts of communities. The program is centered around promoting ethical practice, deep human inquiry, relationship building with people in communities, and ongoing assessment and reflection. Graduates from the program work in roles ranging from programming and education at cultural institutions; cultural documentation (in both written and multimedia formats); and helping organizations create effective community partnerships, build their cultural competency, and promoting cultural equity. For more information, visit: [www.goucher.edu/culture](http://www.goucher.edu/culture)

## **Master of Arts in Digital Arts (36 credits)**

The Master of Arts in Digital Arts program focuses on rapidly developing the most in-demand technological skills among its creative students. Students take coursework in management, web development, and creative electives to develop a portfolio that will attract future employers. Students work closely with faculty familiar with both technology and business while building a diverse network across disciplines. Our students are forming the technology culture of the future while building connections with other creative professionals through the Digital Arts graduate programs. Graduates from the program work at design studios, in web and user design firms, in the graphic and multimedia arts, in education, as programmers, as audio engineers, and as independent artists. For more information, visit: [www.goucher.edu/digital-arts](http://www.goucher.edu/digital-arts)

## **Master of Fine Arts in Art and Technology (72 credits)**

The mission of the Master of Fine Arts in Digital Arts is to help students develop their artistic skills across a range of media and to gain the creative skills in high demand today. In addition to coursework in visual media, sound, and video, students take courses in management and creative web programming. This helps students stand out not just as artists, but gives them the tools to lead organizations and respond deftly to the rapid developments in the world of technology. Students develop a rich portfolio of multimedia works that demonstrate a wide variety of skills and help them unlock their creative potential. Graduates from the program work as independent artists, start their own firms, teach at both the K-12 level and in higher education, and take on senior leadership positions in existing organizations. For more information, visit: [www.goucher.edu/digital-arts](http://www.goucher.edu/digital-arts)

## **Master of Arts in Environmental Studies (45 credits)**

The mission of the MA in Environmental Studies program is to develop leaders prepared to collaborate across disciplines who can address the complex human and social aspects of environmental challenges. The program provides students with the tools to work with communities, organizations, and researchers. It ensures students have the scientific literacy and quantitative skills necessary to engage a variety of different stakeholders from both technical and non-technical backgrounds. Graduates of the program are able to create sustainable programs, policies, and solutions for both a healthy planet and healthy communities. They can take on positions across industries, including in educational or advocacy organizations, local or federal government agencies, public policy institutes and think tanks, environmental nonprofits, conservation organizations, environmental justice or citizen science organizations, engineering or industrial firms, and as writers or film makers. For more information, visit: [www.goucher.edu/MAES](http://www.goucher.edu/MAES)

## **Master of Arts in Historic Preservation (38 credits)**

The Master of Arts in Historic Preservation addresses current issues in preservation as well as traditional skills and knowledge necessary to preserve, conserve and protect buildings, objects, landscapes or other artifacts of historical significance. Students in the program customize their course of study to focus on their interests, ranging from managing a historic house museum, understanding the complexities of financing a rehabilitation project, or gaining the knowledge necessary to preserve large cultural landscapes. Students also pursue more cutting-edge areas such as sustainability, technology, and public policy in preservation. The program meets federal standards for 36 CFR Part I and the National Council for Preservation Education guidelines. For more information, visit: [www.goucher.edu/MAHP](http://www.goucher.edu/MAHP)

## **Master of Arts in Management (39 credits)**

The mission of the MA in Management program is to develop leaders for social, environmental and creative organizations. The program is geared toward developing the leadership capacity for students who want to make positive impacts on people and the planet as well as run economically sustainable organizations in the for-profit, non-profit, and public sectors. Students select from courses ranging from social entrepreneurship and how to run a nonprofit to project management, finance, marketing and strategy. This program is one of our most popular dual degrees because it provides a depth of managerial and strategic skills for students who are interested in developing their leadership skills in order to lead or start an organization. For more information, visit: <http://www.goucher.edu/MGT>

## **Non-Matriculating Students and Alumni Professional Development**

The limited residency graduate programs accept qualified, non-degree seeking students (aka non-matriculating students) for up to 12 credits worth of coursework with program director approval. Non-matriculating students are not eligible for a degree or financial aid. Goucher alumni are welcome to take courses to keep their skills up-to-date and broaden their tool boxes as non-matriculating students.

# Dual Degrees

## **4+1 and 4+2 Bachelor of Arts/Masters Programs**

For those undergraduate students interested in continuing their studies at the graduate level, Goucher offers accelerated degree programs in which students can earn both the Bachelor of Arts degree and a Master of Arts degree in five years rather than the more typical six or seven years. These accelerated 4+1 degree programs are available in Cultural Sustainability, Digital Arts, Education/Teaching, Environmental Studies, and Management. For students interested in earning both a BA degree and a MFA in Digital Arts we have a 4+2 program.

To be eligible, undergraduate students need to have at least a 3.0 grade point average, and have been approved by their undergraduate faculty advisor and the director of the graduate program the student wishes to enter. Students may apply as rising juniors. Undergraduates may take up to nine graduate credits that would apply to both the 120 credits required for the bachelor's degree, and the credits required for the master's degree. To finish on time students typically will do two to three summers of coursework. Information on the programs is available at the relevant program website at:

<http://www.goucher.edu/graduate-programs>

## **MA/MA, MA/MFA, and MFA/MFA Programs**

Students who would like a broader knowledge base can apply to the limited residency dual-degree programs with the initial application, or at any time before graduation. Dual-degree students typically take an extra year of course work and finish with two master's degrees. By coordinating classes across programs, students can maximize their education and credentials while minimizing the cost and time in school. In this dual degree option, classes are drawn from across both curricula so students can develop their skills in two domains. Students also complete a capstone project or thesis, which is the culmination of a student's work and draws from topics shared in both programs. For more information, visit the website at:

[www.goucher.edu/graduate-programs/dual-degree-masters-program](http://www.goucher.edu/graduate-programs/dual-degree-masters-program)

## **Dual Masters Coursework Requirements**

The MA/MA and MFA/MA dual degrees can be combined in a variety of ways. To earn a MA/MA dual degree, students must take the courses identified below as required for each program, and complete an additional number of elective credits to achieve a total of 66 credits. To earn a MA/MFA dual degree, students must take the courses identified below as required for each program, and complete an additional number of elective credits resulting in a total of 66 credits for a dual degree with the MFA in Nonfiction, or 90 credits for the dual degree with the MFA in Digital Arts. Some programs have a shared Capstone requirement or management core requirements. For an MFA-MFA dual degree the total required credits are 90 with required courses in both programs. Students interested in this option should meet with the relevant program directors in Nonfiction and Digital Arts to outline an appropriate academic plan.

Dual Degree Program Requirements	Other Requirements
<p><b>MA in Arts Administration (28 credits)</b>  Principles of Arts Administration (3)  Writing and Research Methods for the Arts Administration (3)  Leadership and Strategic Thinking (3)  Financial Management for the Arts (3)  Marketing the Arts (3)  Fundraising and Financial Development (3)  Law and the Arts (3)  Public Policy for the Arts (3)  International Arts Policy (3)  Grantsmanship (1)</p>	<p>Electives  Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)</p>
<p><b>MA in Cultural Sustainability (18 credits)</b>  Introduction to Cultural Sustainability (3)  Introduction to Cultural Documentation (3)  Intro to Cultural Documentation-Field Lab (1.5)  Cultural Partnership (3)  Cultural Policy (3)  Arts and Social Change (3)  Ethnographic Methodologies (1.5)</p>	<p>Electives  Management Classes (9)  Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)</p>
<p><b>MA in Digital Arts (19.5 credits)</b>  History of Multimedia Art (3)  Contemporary Storytelling (3)  Media on the Internet (3)  Digital Media Programming (3)  Audio Techniques (1.5)  3D Modeling (3)  2D Design for Print and Web (1.5)  Camera Techniques (1.5)</p>	<p>Electives  Management Classes (9)  Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)</p>
<p><b>MA in Environmental Studies (21 credits)</b>  Environment, Culture &amp; Community (3)  Environmental Sustainability &amp; Resilience (3)  Environmental Social Science (3)  Environment, Development, and Economics (3)  The Environment &amp; the Media (3)  Environmental Research (6)</p>	<p>Electives  Management Classes (9)  Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)</p>
<p><b>MA in Historic Preservation</b>  Introduction I (3)  Introduction II (3)  American Architecture and Building (3)  Historic Property Documentation (3)  Cultural Landscape Theory (3)  Thesis Proposal (3)  Thesis (2)</p>	<p>Electives  Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)</p>

*(continued on the next page)*

Dual Degree Program Requirements	Other Requirements
<b>MA in Management (22.5 credits)</b> Professional Development (1.5) Organizational Development (3) Principles of Marketing (3) Financial Skills & Managerial Accounting (3) Economic Principles for Managers (3) Legal Frameworks (3) Principles of Project Management (3) Strategic Management (3)	Electives Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)
<b>MFA in Nonfiction (46 credits)</b> Mentorship I (4) Workshop I: Creative Writing (4) Mentorship II (4) Workshop II: Manuscript: Beginning (4) Mentorship III (4) Workshop III: Manuscript: Work in Progress (4) Mentorship IV (4) Workshop IV: Final Manuscript (6) 4 x Residency (3)	Electives Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)
<b>MFA in Digital Arts (28.5 credits)</b> History of Multimedia Art (3) Contemporary Storytelling (3) Media on the Internet (3) Digital Media Programming (3) Audio Techniques (1.5) 3D Modeling (3) 2D Design for Print and Web (1.5) Camera Techniques (1.5) Creative Seminar Studio Courses (6) MFA Thesis (3)	Electives Management Classes (9) Major Paper, Thesis, Manuscript or Capstone integrating both curricula (6)

## Limited Residency Program Course Offerings for Summer 2017

### Online Courses (PGPI) (Online June 5<sup>th</sup> – July 20<sup>th</sup>)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>	<u>Faculty</u>
CSP 625	Festivals, Events and Performances	3	Briggs
PMGT 601	Leadership and Self-Development I: Leadership Styles (with a 4-day sailing component)	3	Skillman and Walker
PMGT 623	Grant Writing	1.5	McLoud
GRW 601	Writing Studio	1.5	Eleuteio

## Limited Residency Program Course Offerings for Fall 2017

### Residency Courses (PGPI) (Hybrid Live-Online July 18<sup>th</sup> – Aug 18<sup>th</sup>)

<u>Course #</u>	<u>Title</u>	<u>Time</u>	<u>Credits</u>	<u>Faculty</u>
AAD 601	Principles of Arts Administration	AM/PM	3	Baker
AAD 617	Public Policy for the Arts	AM/PM	3	Reese
AAD 627	International Arts Policy	AM/PM	3	Chiu
CNF 608	Nonfiction Residency	AM/PM	1.5	Various
CNF 640	Projects in Digital Narrative	AM	3	Messitt
PGW 695	Post Graduate Workshop in Nonfiction	AM	1	Todd
CSP 600	Intro to Cultural Sustainability	AM	3	Skillman
CSP 610/DA 611	Intro to Cultural Documentation	PM	3	Anderson
CSP 628	Principles of Cultural Mediation	AM	3	Kyamaani
DA 510	Audio Techniques	AM	3	Willits
DA615/DA615S	Digital Media Programming	PM	3	Bernstein
ENV 623	Environment, Culture and Community	AM	3	Forloney
HP 601	Introduction to Historic Preservation	AM	4	Bradley
PMGT 608	Principles of Project Management	AM	3	Cebula
PMGT 617	Principles of Marketing	PM	3	Grossman
PMGT 620	Leadership and Self-development II: The Creative Professional	PM	1.5	Willits

*All HP courses require participation in Fall Residency Intro sessions*

#### **Planning Notes:**

## Limited Residency Program Course Offerings for Fall 2017

### Online Courses (PGPII) (Aug 28<sup>th</sup> – Dec 8<sup>th</sup>)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>	<u>Faculty</u>
AAD 605	Writing & Research for the Arts Administrator	3	Lucas
AAD 610	Leadership & Strategic Planning	3	Coleman-Cook
AAD 614	Law and the Arts	3	Browne
AAD 625	Grantsmanship	1	Chiu
AAD 630	Managing Performing Arts Organizations	3	Wildman
AAD 636	Arts Education	3	Chiu
CSP 605	Cultural Policy	3	Baron
CSP 610F/ DA 612	Cultural Documentation-Field Lab	1.5	Rathje
CSP 670C	Ethnographic Methodology: Writing	1.5	Dornfeld
DA 520	Methods & Data Structures	3	TBA
DA 649	User Interface Design	3	TBA
ENV 621	Environmental Governance	3	Shepard
GRW 601	Writing Lab	1	Eleuterio
HP 620	Historic Preservation as Public Policy	3	Price
HP 623	Preservation Economics	3	Smith
HP 630	Perspectives in Preservation: Law	3	Cook
HP 631	Historic Property Documentation	3	Lytle
HP 634	Preservation Technology	3	Schiszik
PMGT 606	Managing an Organization	3	Cebula
PMGT 616	Financial Skills and Managerial Accounting	3	Lambert
CNF 625	Research & Reporting	3	Requires program director permission
CNF 640	Projects in Digital Narrative	3	

*All HP courses require participation in Fall Residency Intro sessions*

### Planning Notes:

## Limited Residency Program Course Offerings for Fall 2017

### Online Courses (PGPII): MFA in Nonfiction (Aug 28<sup>th</sup> – Dec 8<sup>th</sup>)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>
CNF 601	Mentorship I	4
CNF 602	Mentorship II	4
CNF 603	Mentorship III	4
CNF 604	Mentorship IV	4
CNF 605	Mentorship V	4
CNF 610	Internship	3
CNF 620	Workshop I: Creative Writing	4
CNF 623	Workshop II: Manuscript: Beginning	4
CNF 626	Workshop III: Manuscript: Work in Progress	4
CNF 630	Workshop IV: Final Manuscript	6
CNF 631	Workshop V: Advanced Projects	4
CNF 625	Research & Reporting	3
CNF 633	The Book Proposal	3
CNF 635	Reported Memoir	3
CNF 645	Teaching Internship	3

### Planning Notes:

## Limited Residency Program Course Offerings for Fall 2017

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### Other Courses Offered (PGPII)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>
AAD 650	Independent Studies	3
CSP 675/CSP 675Y	Capstone	1-6
CSP 699	Independent Study	1-4.5
DA 675/DA 675Y	Capstone	1-6
DA 699	Independent Study	1-4
DA 700A	Creative Seminar	3
DA 700B	Creative Seminar	3
DA 799	Thesis	3
ENV 675/675Y	Capstone	1-6
ENV 699	Independent Study	1-4
GRW 601	Writing Studio	1
HP 628	Independent Study	3
HP 638	Thesis Proposal	2
HP 641	Thesis	5
PMGT 675/PMGT 675Y	Practicum	1-6
PMGT 699	Independent Study	1.5-3

### Planning Notes:

## Limited Residency Program Course Offerings for Spring 2018

### Residency Courses (PGPI)\* (Hybrid Live-Online Jan 12<sup>th</sup> – Feb 9<sup>th</sup>)

<u>Course ID</u>	<u>Title</u>	<u>Time</u>	<u>Credits</u>	<u>Faculty</u>
CNF 608	Nonfiction Residency	AM/PM	1.5	Various
CNF 640	Projects in Digital Narrative	AM/PM	1.5-4.5	
CSP 600	Intro to Cultural Sustainability	AM	3	Skillman
CSP 615	Intro to Cultural Partnerships	AM	3	Rathje and Morales
CSP 640	Exhibits, Real and Virtual	PM	3	Forloney
CSP 650	Organizing Communities	PM	3	Eleuterio
DA 560	Camera Techniques	AM/PM	3	Clark
DA 600	History of Multimedia	AM	3	
DA 667/DA 667S	Immersive World building	PM	3	
ENV 653	Special Topics and Issues: Community-Based Conservation	AM	3	Eppig
ENV 624 A	Environmental Research: Philosophy of Science	PM	1.5	Raffensperger
ENV 624 C	Environmental Research: Methods	PM	1.5	Mazur- Stommen
HP 601	Introduction to Historic Preservation	AM	2-4	TBA
HP	Elective TBA	PM	3	TBA
PMGT 630	Designing and Delivering a Learning Experience	PM	1.5	Thompson
PMGT 650	Models of Social Entrepreneurship	AM	3	Graham

*\*Spring classes subject to change*

### Planning Notes:

## Limited Residency Program Course Offerings for Spring 2018

### Online Courses (PGPII)\* (Feb 12<sup>th</sup> – May 18<sup>th</sup>)

<u>Course ID</u>	<u>Title</u>	<u>Credits</u>	<u>Faculty</u>
AAD 611	Financial Management for the Arts	3	Lucas
AAD 612	Marketing the Arts	3	Crowley
AAD 613	Fundraising and Financial Development	3	James
AAD 619	Cultural Ecosystems	3	Ewell, Vega
AAD 631	Managing Visual Arts Organizations	3	Rynd
AAD 634	Planning & Managing New Ventures in the Arts	3	McFarland
CSP 648	Museums and Communities	3	McCloud
CSP 656	Dynamics of Identity	3	Moonsammy
CSP 660	Oral History	3	Shopes
CSP 670A	Ethnographic Methodologies: Research	1.5	TBD
DA 656	Advanced 3D Production	3	
DA 635	Contemporary Storytelling	3	
ENV 615	Environment and the Media	3	Freitag
ENV 634	Environment, Development, and Economics	3	Phillips
GRW 601	Writing Lab	1	Eleuterio
HP 610	American Architecture	3	Gant
HP 630	Perspectives in Preservation: Cultural Landscapes	3	Orthel
HP 622	Preservation Planning	3	Frye
PMGT 625	Organizational Law	3	Farrell
PMGT 641	Social Networks and New Media	3	
CNF 625	Research & Reporting	3	Requires program director permission
CNF 640	Projects in Digital Narrative	1.5-4.5	

*\*Spring classes subject to change*

*All HP courses require participation in Fall Residency Intro sessions*

### **Planning Notes:**

## Limited Residency Program Course Offerings for Spring 2018

### Online Courses (PGPII): MFA in Nonfiction (Feb 12<sup>th</sup> – May 18<sup>th</sup>)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>
CNF 601	Mentorship I	4
CNF 602	Mentorship II	4
CNF 603	Mentorship III	4
CNF 604	Mentorship IV	4
CNF 605	Mentorship V	4
CNF 610	Internship	3
CNF 620	Workshop I: Creative Writing	4
CNF 623	Workshop II: Manuscript: Beginning	4
CNF 626	Workshop III: Manuscript: Work in Progress	4
CNF 630	Workshop IV: Final Manuscript	6
CNF 631	Workshop V: Advanced Projects	4
CNF 625	Research & Reporting	3
CNF 633	The Book Proposal	3
CNF 635	Reported Memoir	3
CNF 645	Teaching Internship	3

### Planning Notes:

## Limited Residency Program Course Offerings for Spring 2018

### Other Courses Offered (PGPII)

<u>Course #</u>	<u>Title</u>	<u>Credits</u>
AAD 650	Independent Studies	3
AAD 651	Major Paper	3
CSP 675/675Y	Capstone	1-6
CSP 699	Independent Study	1-4.5
DA 675/675Y	Capstone	1-6
DA 699	Independent Study	1-4
DA 700A	Creative Seminar	3
DA 700B	Creative Seminar	3
DA 799	Thesis	3
ENV 675/675Y	Capstone	1-6
ENV 699	Independent Study	1-4
GRW 601	Writing Studio	1
HP 628	Independent Study	3
HP 638	Thesis Proposal	2
HP 641	Thesis	5
PMGT 675/675Y	Practicum	1-6
PMGT 699	Independent Study	1.5-3

### Planning Notes

# Course Descriptions

## MA in Arts Administration

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### Required Courses

#### AAD 601 Principles of Arts Administration (3 credits)

This course introduces students to the history and practice of arts administration. It examines the distinctions and challenges common to all areas of the arts and considers the differences in mission and administration among organizations in theatre, dance, music, visual arts, media arts, arts councils and arts service organizations, arts education, and multidisciplinary organizations. The course examines regulations and distinctions related to nonprofit status and various new hybrids. It reviews community involvement in the arts at the local, state, regional and national levels. It examines the cultural and economic contributions of the arts. All new MAAA students begin with this course during their first residency. *Residency - July (PGP I)*

#### AAD 605 Writing & Research for the Arts Administrator (3 Credits)

This course will strengthen students' writing and research skills in preparation for a career in arts administration. The course will prepare students not only for the professional writing needed in the field, but also for the academic writing that is expected in the MAAA program. Students will build on their current skills, emphasizing the use of style and tone to reach an audience, the mechanics of good writing, and editing skills. Using analysis and problem-solving methods, students will consider approaches that may be useful in a variety of situations that arts administrators may face. The research section of the course will review the steps required for academic research, synthesis of research findings, organization of a paper, and proper citation. Required for the first year. *Online - Fall (PGP II)*

#### AAD 610 Leadership & Strategic Planning (3 Credits)

This course examines the characteristics of effective leadership in a nonprofit arts organization. It considers the ways in which skills and abilities can inspire the most productive interactions with and amongst artists, arts administrators, staff, boards, volunteers, audiences, etc. The course examines the best approaches to governance and structure for different types of arts organizations, and examines ethical considerations. The course looks at the changing needs of leadership as well as strategic planning related to organizational and community changes. Required in first year. *Online - Fall (PGP II)*

### AAD 611 Financial Management for the Arts (3 Credits)

This course introduces students to financial and accounting principles for the nonprofit executive. The vocabulary of finance, the tools for analysis of financial statements, the review of internal controls, and the basics of budgeting will help the student understand the role of the nonprofit manager in leading the organization to sound financial decisions. Required for the first year. *Online - Spring (PGP II)*

### AAD 612 Marketing the Arts (3 Credits)

This course examines the development of internal and external public relations and marketing plans. It considers various approaches to maximize impact for different types, styles, and sizes of arts organizations. It examines the most productive uses of all forms of media. The course focuses on audience development and demographics, market segmentation, relationship products, promotional tools and tactics, e-marketing and uses of social media, research, customer service, and media relations. Required in the first year. *Online - Spring (PGP II)*

### AAD 613 Developing Financial Resources (Fundraising) (3 Credits)

This course prepares students to take a leadership role in the planning and management of a comprehensive development program for a non-profit arts organization. It focuses on annual giving by individual, corporate, and foundation donors and examines the value of face-to-face solicitation, donor benefits, events, mass mailings, telefunding, social media, and online giving to secure contributed income. Participants will learn to identify, cultivate, solicit and steward donors at all levels and to develop fundraising skills and instincts among an arts organization's board, staff, and volunteers. An introduction to capital, planned giving, and endowment campaigns rounds out this core offering. *Online - Spring (PGP II)*

### AAD 614 Law and the Arts (3 Credits)

This course examines the legal rights and responsibilities of artists and artistic institutions. Topics include the law of intellectual property (copyright and trademark), moral rights, personality rights (defamation, publicity, and privacy), and freedom of expression. The course also provides an introduction to basic contract law and to the structure and language of contracts, including commissioning, performance rights, and music licensing agreements. Other legal issues that arise in the management of arts organization may also be discussed. *Online - Fall (PGP II)*

### AAD 617 Public Policy for the Arts (3 Credits)

This course examines governmental policy on the arts at the national, state and local levels including the history of public arts policy in this country and current politics. Understanding and changing public policy, identifying decision-makers and developing a vocabulary for successful advocacy are major components of the course. This course is taken during each student's second summer residency.

## *Residency - July (PGP I)*

### AAD 619 Cultural Ecosystems (3 Credits)

This course examines the manner in which artists and arts organizations build community, and function within and support their communities. Topics include: the historical context of arts in our communities, changing demographics and their impact on artists and audiences, the integration of multiple cultures into arts policy, and programs, understanding cultural democracy, using the arts in the development of community identity, the arts and economic development, and community cultural planning. *Online - Spring (PGP II)*

### AAD 625 Grantsmanship (1 Credit)

This course will cover the process of researching, preparing, and managing corporate, foundation, and government grants for nonprofit arts organizations. Topics to be covered will include research, cultivation, understanding guidelines, program development, outcomes-based evaluation, letters of intent, preparation of proposals, and reporting process. Students will become familiar with their own local funding environment, and will prepare complete grant proposals. *Online - Fall (PGP II)*

### AAD 627 International Policy for the Arts (3 Credits)

This course examines international arts policy, including those policies of Asia (Far East and Middle East), Europe, North America, South America, Africa, and Australia. The primary goal of the course is to better prepare graduates to operate in a global context with an awareness of international artistic and cultural diversity. It is taken during the third summer residency, and it includes student interaction with faculty and guest lectures representing major cultures covering various continents/regions. Students will develop an awareness of the ways in which cultural policies influence cultural development, cultural exchange, international economics, and programming within that culture. Students will examine current and historical factors that influence cultural policies and political agendas around the world. *Residency - July (PGP I)*

### AAD 651 Major Paper (3 Credits)

The major paper is a research paper of thesis quality. Students receive guidance regarding their major paper work from the MAAA Program Director, the Major Paper Director, and two faculty members throughout their process. *Online (PGP II)*

## Elective Courses

### AAD 630 Managing Performing Arts Organizations (3 Credits)

This course examines the particular challenges related to theatre, music, and dance organizations as well as those involved in presenting performances and in management of performing arts venues. Course topics include contractual

agreements, cooperative ventures between organizations, and managing organizations in transition. Organizational needs are considered from various points of view (staff, artists, board, patrons, funders, etc.). Issues are examined through a case study approach. *Online - Fall (PGP II)*

#### AAD 631 Managing Visual Arts Organizations (3 Credits)

This course dissects and examines the myriad challenges facing the director of an art museum, nonprofit art gallery or alternative space. Topics will include ethical issues, board governance, the pros and cons of facility expansion, provenance issues, fundraising strategies and their "Catch-22" components, audience development, media communication, managing controversy and change, the organization's role as educator, collaborative ventures, the critical investment in exhibitions, collecting and deaccessioning, and working with contemporary artists. *Online - Spring (PGP II)*

#### AAD 634 Planning & Managing New Ventures in the Arts (3 Credits)

This course is designed to provide the student with insights into setting up a new artistic venture or re-designing an existing program. Students will explore creating a concept, vision and mission; the life cycles of a non-profit, leadership issues; building support in the larger community; developing financial viability on many levels; public relations, marketing, outreach and audience development. *Online - Spring (PGP II)*

#### AAD 636 Arts Education (3 Credits)

This course will study the various arts education methodologies practiced in the classroom, explore models of best practices in different settings in urban and rural schools, discuss the role of the arts in academic learning, and examine public support for arts in education and advocacy for such support. Students will survey their own communities and professional backgrounds to build a context for their understanding of the coursework, discuss assigned readings and issues in arts education, and practice resolution of real-life situations in arts instruction, seeking public support, and developing advocacy strategies to ensure the permanence of arts in the core curriculum of all schools. *Online - Fall (PGP II)*

#### AAD 637 Directed Reading in Arts Administration (3 credits)

Directed Reading can be designed by a student on an individual basis to broaden the student's knowledge in a particular area of arts administration. Students interested in taking this course must have the prior approval of the director, an outlined bibliography, and a faculty member who has agreed to advise their work. *Online (PGP II)*

#### AAD 650 Independent Study/Internship (3 credits)

The purpose of the MAAA Independent Study/ Internship is to offer professional experiences that allow students to work either independently or as part of a group or organization. Students choose faculty advisors to guide their process. Depending on focus of their study, students may also choose field

advisors as well. The goal of the course is for each student to learn through individualized participation, research, guidance and/or observation. *Online (PGP II)*

### Required Courses

CNF 601 Mentorship I (4 credits)

CNF 602 Mentorship II (4 credits)

CNF 603 Mentorship III (4 credits)

CNF 604 Mentorship IV (4 credits)

These courses, taken during each of a student's four semesters on campus, require work with a residency workshop group. This work includes discussion and analysis of craft for an equivalent of at least 20 pages. Students will also read books assigned by the faculty mentor, in addition to books they choose related to their thesis.

Each term has its own requirements. During the first semester, students write a proposal declaring their thesis topic. During the second semester, students write a 20-page essay on an area of craft. In the third semester, students submit a thesis synopsis the progress made in the first year and anticipates work to come. They turn in a draft at the end of the third semester and complete the manuscript to finish the fourth term and qualify for graduation. *Online (PGP II)*

CNF 608 Nonfiction Residency (1.5 credits)

A seven-day period of study on Goucher's campus in January and July that includes workshops, lectures, panel discussions, and other material needed for students to continue their off-campus work during the semester. *Hybrid (PGP I)*

CNF 620 Workshop I: Creative Writing (4 credits)

In this course students review nonfiction forms — personal essay, memoir, literary journalism — and work one-on-one with a faculty mentor to choose, refine, and propose a manuscript topic. Fifty pages of new writing is required. *Online (PGP II)*

CNF 623 Workshop II: Manuscript: Beginning (4 credits)

Students in this second-semester course expand their manuscript, with particular attention to structure and craft. Fifty pages of new writing is required, as well as the equivalent of twenty pages of writing on craft. *Online (PGP II)*

CNF 626 Workshop III: Manuscript: Work in Progress (4 credits)

In this course, students continue to develop and revise the manuscript. At the end of the term they submit a completed draft of the project to their fourth-semester faculty mentor. *Online (PGP II)*

CNF 630 Workshop IV: Final Manuscript (6 credits)

In this course, students work one-on-one with a faculty mentor to complete writing, revising, and editing the manuscript, which is expected to be suitable for publication. This work is submitted to the library at Goucher College. *Online*

(PGP II)

### Elective Courses

CNF 605 Workshop V: Advanced Study in Craft (4 credits)

Students work with a faculty member along with other students in a workshop to begin a new project or explore a new avenue of an existing manuscript. *Online (PGP II)*

CNF 610 Internship (3 credits)

In this course, students gain hands-on experience at a literary journal, magazine, newspaper, or publishing house, either on-site or online. They may also work one-on-one with a published writer, agent, or editor. Internships require a minimum of 45 contact hours. *Online (PGP II)*

CNF 611 Readings in Nonfiction (3 credits)

This course offers students greater literacy and depth of knowledge in the literature of fact. This course also engages students in a variety of approaches, methodologies, and major themes in nonfiction writing by studying influential scholarship on the subject as well as some of the most prominent writing about nonfiction craft. By the end of this course, students will gain skills to improve their own writing and sharpen their critical skills. *Online (PGP II)*

CNF 612 Editing & Revision in Nonfiction (3 credits)

This is a master class in learning prose styling. It provides students with immersion in the techniques of editing and polishing their work. They also will learn the foundations of sentence construction, clear expression, and other tools of craft. *Online (PGP II)*

CNF 614 Poetry & Nonfiction (3 credits)

This elective is a course in reading and writing poetry, and how those pursuits intersect with and influence the writing of nonfiction prose. *Online (PGP II)*

CNF 625. Research & Reporting (3 credits)

This course is an independent study that teaches students to conduct in-depth research, reporting, and interviews under the one-on-one supervision of an MFA faculty member or another writing professional. The goal is to help students gather materials for their MFA manuscripts while sharpening their research, interviewing, and reporting skills. The faculty member works with each student to map a research and reporting plan and then coaches the student, offering feedback on the materials they collect and how they may apply them. No writing is involved. At least two semesters of study in the program is recommended but not required. *Online (PGP II)*

CNF 631 Workshop V: Advanced Projects (4 credits)

In this elective, students work with a faculty member to begin a new project or

investigate a new idea in an existing manuscript. *Online (PGP II)*

#### CNF 633 The Book Proposal (3 credits)

In this course, students draft a proposal for their MFA manuscript or other project under the one-on-one supervision of an agent, editor, or other writing professional with publishing experience. The course will enable students to learn a craft that will serve them throughout their writing careers. At least two semesters of study in the program is recommended but not required. *Online (PGP II)*

#### CNF 634. Book Proposal Intensive (3 credits)

This course is a brief but comprehensive introduction to designing and writing a book proposal. It teaches writers how to envision a book project with a readership in mind, apply structure widely accepted in the publishing industry to a project's primary themes and ideas, and apply a series of steps to produce a plan for writing the full proposal. *Hybrid (PGP I)*

#### CNF 635 Reported Memoir (3 credits)

In this course, students conduct in-depth research and interviews under the one-on-one supervision of an MFA faculty member or a writing professional familiar with the databases, documents, and resources that can provide material to both enrich a memoir and help students to verify the accuracy of their material. The goal is for the student to develop research skills and to help them gather materials for their MFA manuscript. No writing is involved. At least two semesters of study in the program is recommended but not required. *Online (PGP II)*

#### CNF 640 Projects in Digital Narrative (3 credits)

This course helps students to develop their skills in the building blocks of storytelling and apply them to digital projects. They will also learn what storytelling in prose, photography, film, video and digital forms have in common in terms of craft, as well as how they differ. The projects students will work on during the course will require them to use more than one platform to construct different parts of a narrative. Students will be evaluated based on a portfolio of their work completed throughout the course. There are no prerequisites. *Hybrid and Online (PGP I and PGP II)*

#### CNF 645 Teaching Internship (3 credits)

In this course, students gain teaching experience in one of Goucher's undergraduate creative nonfiction writing classes. Prerequisites: CNF 601, 602, 620, and 623. This course is filled on the basis of availability. *Online (PGP II)*

#### CNF 650 Fieldwork in Nonfiction (3 credits)

This course enables students to focus on the research, reporting, and writing of a longform nonfiction project apart from the requirements of regular course work. Students learn to work independently while they plan or refine their research and

writing strategies. Students also submit regular updates and analyses set at the start of the term. They will also submit a final written project that demonstrates mastery of a chosen focus of writing and/or research. Unlike the program's research-based courses, this class includes a writing component. Prerequisites: CNF 601 and CNF 620. *Online (PGP II)*

PGW 695 Post Graduate Workshop in Nonfiction (1 credit)

This intensive course allows graduates of the program to work on a project with a member of the Nonfiction faculty. *Residency (PGP I)*

*Alumni of the CNF program may take any electives. New documentation must be completed and submitted to the program.*

## MA in Cultural Sustainability

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### CSP 600 Introduction to Cultural Sustainability (3 credits)

This course introduces cultural sustainability both through its interdisciplinary theoretical foundations in cultural policy, public folklore, anthropology, and community arts, and through reflection on cultural activism and inquiry.

*Residency – July & Jan. (PGP I)*

### CSP 605 Cultural Policy (3 credits)

Culture matters to people, and is threatened by globalization and modernity in troubling ways. As a matter of public policy, culture has been defined and addressed in different ways. This course looks at the history of these formulations and the practices they have engendered, and suggests ways that the value of culture is of critical importance to policy makers seeking a sustainable and livable future. *Online - Fall (PGP II)*

### CSP 610 Introduction to Cultural Documentation (3 Credits)

Cultural documentation provides an orientation and foundation in the methodologies used to understand and engage with the cultural processes and assets of value to communities. This course introduces best practices in cultural documentation, the use of ethnographic fieldwork and digital media to record and understand culture, and the ethical and practical issues involved in appropriately and effectively engaging with people in a variety of community contexts. Cross-listed: DA 611. *Residency – July (PGP I)*

### CSP 610F: Introduction to Cultural Documentation—Field Lab (1.5 credits)

The Cultural Documentation Field Lab provides the opportunity for students to apply the skills, tools, and perspectives they have explored in Introduction to Cultural Documentation to their own work. In this course students will undertake a cultural documentation project in a community selected in consultation with the instructor and will be expected to submit a professional quality body of fieldwork material including notes, resource listings, and media along with a report detailing and reflecting on their findings. Prerequisite: CSP 610. Cross-listed: DA 612. *Online -Fall (PGP II)*

### CSP 615 Introduction to Cultural Partnerships (3 credits)

What are effective strategies for scholars and organizations to work with communities to help develop the capacity for those communities to make choices about what matters to them? This course explores approaches to capacity and leadership development for community cultural sustainability. It suggests ways that effective enduring partnerships and programs can be developed that reflect the voices and aspirations of communities, their stakeholders, and the cultural organizations that serve them. This course will introduce students to community-organizing skills, leadership development, facilitation, and collaboration and advocacy. *Residency – January (PGP I)*

### CSP 618 Cultural Sustainability Theory Seminar (3 credits)

This course considers and develops the foundations of cultural sustainability as an emerging academic field, a theoretical framework and a mode of practice. The seminar will help students deepen their understanding of cultural sustainability as a concept, better articulate the value of their own practice, and serve as a platform for the intellectual development of the field. Students will develop a theoretical essay applying relevant concepts from this inquiry to their own area of interest. *Online - (PGP II)*

### CSP 620 Food and Foodways (3 credits)

Food and foodways are integral to many aspects of cultural identity and activity, and important to consider in the development of projects in cultural and economic sustainability. In order to comprehend a community, it is important to understand how and why that community uses food to construct and maintain identity and tradition, express values and beliefs, perform identity, present itself to the public, manage health systems, use environmental resources, and support indigenous and local economies. *Online - (PGP II)*

### CSP 625. Festivals, Events and Performances (3 credits)

How and why do people celebrate? How can festivals construct a "separate space" outside the "everyday" What are the transformative, transgressive, subversive and communal possibilities for the employment of the "festive vocabulary?" How can a festival create a sense of what Victor Turner called "Communitas?" In this course, students will explore these questions; learn the basic elements of the festival; identify its history, motivation and multi-vocal meanings; learn the different elements of the "festive landscape;" provide analysis of community festivals in social and historical context; and, develop a festival program, including key thematic elements such as music, craft, and narrative components. *Online (PGP I)*

### CSP 628 Principles of Cultural Mediation (3 credits)

Without the recognition of difference of opinion, viewpoints, and individual value systems, conversations around divisive issues can often be dominated by polarized and destructive debate. Creating a space for dialogue can allow for these multiple viewpoints to be shared. Students will reflect on how their own cultural background frames their understanding of themselves and others, and will develop an understanding of how intercultural dialogue and mediation can be utilized to work successfully and ethically in partnership with communities. *Residency July (PGP I)*

### CSP 630: Community and Economic Development (3 credits)

A critical feature of cultural sustainability is the development of strategies that align with economic vitality and benefit cultural practitioners. This course surveys, analyzes, and evaluates efforts of this nature: cultural tourism, schools, marketing initiatives for cultural products, and other forms of entrepreneurship. *Online - (PGP II)*

### CSP 635: Interpretive Planning and Project Management (3 credits)

This class provides insight and guidance into the planning and implementation of cultural programming at museums and similar organizations. Students will explore best practices and current issues pertaining to the development of interpretive approaches and their concrete implementation in these settings.

### CSP 638: Language Preservation (3 credits)

Language is one of the most salient and identifiable aspects of human culture. Human languages are important aspects of a culture's identity and sovereignty. Throughout the world communities are facing unprecedented language endangerment and half of the world's languages may become extinct in the next 100 years. This course provides an introduction to the practical and theoretical causes of language shift and what this shift means for impacted communities. Selected case studies provide a global perspective on the discourse. *Online - (PGP II)*

### CSP 640 Exhibits, Real and Virtual (3 credits)

Museum exhibitions, publications, websites, and other media provide powerful tools for sustaining, strengthening, and showcasing the cultural assets and practices of communities for purposes of education, advocacy, and preservation. Students explore the use of text, image, video, and sound in effectively telling the story of themes and issues that matter to communities. Cross listed with DA 641. *Residency – January (PGP I)*

### CSP 642: Culture and Calamity (3 credits)

There are physical, psychological, social, and cultural dimensions to upheavals in community life, whether caused by war, economic or environmental devastation, forced displacement, or even policy. Human expression, even in the most authoritarian states and in the direst hours of crisis, cannot be silent. This course will examine the cultural and artistic aspects of upheaval and conflict around the world, including the destruction of traditional culture and emergence of new forms and voices. Case studies and readings will examine culture as a reflection and record of upheaval and as a creative response to it. *Online - (PGP II)*

### CSP 645: Advanced Cultural Documentation and Archival Management (3 credits)

This course explores issues pertaining to cultural documentation and archival management at an advanced level. Ethical, legal, and theoretical issues surround cultural documentation; especially when the work becomes part of a community-based public archive. This course addresses the question, "How do I organize and manage a cultural documentation archive to ensure its relevancy to the community?" Students will explore a local repository of their choosing to understand contemporary curatorial and archival methods. Additionally, students will learn how to manage community documentation projects within an

archival setting. *Online - (PGP II)*

#### CSP 648 Museums and Communities (3 credits)

Today's museums are re-considering their civic missions and practices, the ways they engage new partners and audiences, and, therefore, their priorities. Many believe that the health of museums depends on becoming more civically engaged with a range of communities. Successful museums engage in dialogue about civic empowerment and often center on issues of how and where citizens seek and engage each other, about their senses of power, trust, and agency. This cornerstone course encompasses the unique and critical issues of working in today's museums, and offers strategies for connecting museums with communities in ways that position them as principal players in cultural sustainability. *Online - Spring (PGP II)*

#### CSP 650: Organizing Communities: Advocacy, Activism, and Social Justice (3 credits)

This course introduces students to the methods and perspectives of community organizing. Cultural sustainability is often a matter of social justice and self-determination, and knowledge of community organizing strategies provides a critical tool for Cultural Sustainability practitioners. Organizing, advocacy, and action strategies will be shared and assessed particularly as they pertain to matters of cultural democracy. *Online - Spring (PGP II)*

#### CSP 653: Topics and Issues in Cultural Sustainability (3 credits)

Cutting across much of the curriculum in the MACS program is a landscape of familiar but under-examined concepts that occasionally deserve focused study and analysis. At the same time, new topics or issues come up that require timely attention. Social concepts such as power, equity, and representation, have generated a body of literature and discourse applicable to cultural sustainability. This course enables MACS students to explore a particular topic or issue in depth and achieve a degree of mastery. The topics will vary relevant to current issues. *Online - (PGP II)*

#### CSP 656 The Dynamics of Identity (3 credits)

This course examines the concept of identity to better understand how it influences the individuals and communities with which we work, as well as how we work with them. Students review the intellectual history of the idea of identity, the varied meanings it has, and the constellation of concepts and theories to which it is key (self, group, community, etc.) We then consider the influences on the construction -- and reconstruction -- of identity and the ways in which it is performed and interpreted. *Online - Spring (PGP II)*

#### CSP 657: Culture, Spirituality & Sustainability (3 credits)

To effectively work toward sustaining cultures, it is essential to understand the centrality and implications of spirituality in those cultures. In this course, students explore some of the ways spirituality is inextricably embedded in a

community's worldview: in views of nature, morality, leadership, family life, and in artistic expression. We consider how recognition of these connections enhances sustainability efforts and promotes community engagement. *Online - (PGP II)*

#### CSP 660 Oral History (1.5 credits)

This course provides training in best practices in oral history documentation. Through hands on instruction and mentorship with oral history practice, students will develop the knowledge and skills to professionally conduct oral history research. *Online - Spring (PGP II)*

#### CSP 665 Arts of Social Change (3 credits)

When faced with social injustices, including threats to survival, sustenance, or culture, humans often respond creatively by making art. Sometimes these arts draw on traditional cultural aesthetics and may represent the continued survival of defiant cultural art forms that will not be extinguished. Other times they take on a more innovative or even radical nature, emerging as new practices, narratives, or popular expressions. This course examines the vibrant use of arts to address social justice concerns and explores art in the context of the famous metaphoric view of art as either a mirror that reflects social reality or the hammer that shapes it. *Online - (PGP II)*

#### CSP 670A/B/C Ethnographic Methodologies (1.5 credits)

At the heart of cultural sustainability is the ability to appropriately perceive need, value, cultural knowledge, meaning, and voice from the emic (insider's) perspective. Ethnography is a qualitative research strategy that engages cultural workers with community members to explore and represent cultural phenomena. This is community-action research. Literally, ethnography is a means to represent graphically (in writing, photography, film) the culture (ethno) of a people. This course will be offered in three sections, each of which focuses on specific methodologies including: research (670A), visual ethnography (675B), and writing (675C). Students are allowed to take more than one of these offerings. *Online (PGP II)*

#### CSP 675/CSP 675Y Capstone (1-6 credits)

The Capstone is undertaken with a committee of three advisors. Students choose either an immersion fieldwork project, a public program in a cultural institution or community, or an academic thesis. Under the mentorship of a faculty advisor, students develop their proposal in the semester prior to beginning their Capstone. Students are expected to present and defend a final document which demonstrates mastery of the core concepts of cultural sustainability. *Online (PGP II)*

#### CSP 699 Independent Study (1-4.5 credits)

A variable-credit opportunity to explore in depth a topic not covered by an existing course or to undertake a professional internship. The student works

with a faculty member or field site advisor to design the course of study and determine how it will be assessed. A proposal and abstract for the Independent Study must be submitted by the end of the semester prior to the anticipated course. *Online (PGP II)*

### DA 510 Audio Techniques (3 Credits)

This course will prepare students to work with music and sound for both artistic and commercial purposes. Acoustic theory and processing techniques will provide a foundation for the exploration of sound waves in other audio courses. *Residency - July (PGP I)*

### DA 520 Methods and Data Structures (3 Credits)

This course is a practical investigation of data as a material for art. This may include working with image data, text, social media, and data of the students choosing (such as economic, environmental, or societal data). You will learn methods for navigating data, transforming data, visualizing data, and come to understand it as a flexible material with significant creative potential. Work will focus on the creation of a series of digital artworks guided by different topics and techniques using the Python programming language. Topics may include textual analysis, computational poetry, data visualization, and image processing. *Online- Fall (PGP II)*

### DA 560 Camera Techniques (3 Credits)

This course introduces students to editing techniques, and develops critical listening and viewing skills by experiencing and discussing historic and contemporary examples of time based media. Individual project in digital editing are created and critiqued. Each student will come away with the understanding of film and video making language, basic production skills, and a historical overview. *Residency – July (PGP I)*

### DA 600 History of Multimedia Art (3 Credits)

This course will examine the aesthetic and philosophical underpinnings of multimedia creative expression. Students will study the history and theory of multimedia art and apply these trajectories through individual and collaborative creative projects. Topics covered will include: the dialectic between music and visual arts embodied in the works of the Futurist and Dada movements as well as the work of John Cage; how these dialogues expanded into other movements and disciplines such as Fluxus, Video Art and Sound Art; contemporary art focused on socio political engagement culminating in tactical media and public interventions. *Residency – July (PGP I)*

### DA 610 Media on the Internet (3 credits)

This course will ask you to engage critically with the effect of the internet on art production and distribution. How has the internet changed art? This will be a part-practical, part-theoretical course that will involve getting your hands dirty with basic HTML and CSS code, while also gaining a theoretical background in media politics, remix culture, and internet art history. Through readings and discussion, we will evaluate the political, social, and artistic consequences of

living through a global “always on” network, and examine how artists are reacting to it in both supportive and disruptive ways. *Online (PGP II)*

#### DA 611 Introduction to Cultural Documentation (3 Credits)

Cultural documentation provides an orientation and foundation in the methodologies used to understand and engage with the cultural processes and assets of value to communities. This course introduces best practices in cultural documentation, the use of ethnographic fieldwork and digital media to record and understand culture, and the ethical and practical issues involved in appropriately and effectively engaging with people in a variety of community contexts. Cross-listed with CSP 610. *Residency (PGP I)*

#### DA 612 - Cultural Documentation - Field lab (1.5 credits)

The Cultural Documentation Field Lab provides the opportunity for students to apply the skills, tools, and perspectives they have explored in Introduction to Cultural Documentation to their own work. In this course students will undertake a cultural documentation project in a community selected in consultation with the instructor and will be expected to submit a professional quality body of fieldwork material including notes, resource listings, and media along with a report detailing and reflecting on their findings. Prerequisite: DA611 - Cultural Documentation. Cross-listed with CSP 611. *Online (PGP II)*

#### DA 615 Digital Media Programming & DA615S Digital Media Programming Studio (3 Credits)

This course will introduce you to the practice of creative code and the basic structures of programming languages. You will learn how to break larger ideas down into smaller tasks that can be expressed in code. Projects will focus on generating visual content using the JavaScript library p5.js, but the basic concepts and syntax of this class can be applied broadly to projects in Java, Python, JavaScript, and others. *Residency – July (PGP I)*

#### DA 617 Contemporary Storytelling (3 Credits)

Narrative in the 21st century is defined not only in literary terms, but also across numerous kinds of media including film, game, web, and even oral tradition. This course explores the numerous overlapping vessels for narrative, develops a syntax for the discussion of narrative across media, and identifies typical elements of the construction of successful modern narratives. While the theories of this class are applicable across all multimedia, students will focus their efforts into the creation of video works. *Online - Spring (PGP II)*

#### DA 641 - Exhibits, Real and Virtual (3 credits)

Museum exhibitions, publications, websites, and other media provide powerful tools for sustaining, strengthening, and showcasing the assets and practices of communities for purposes of education, advocacy, and preservation. Students explore the use of text, image, video, and sound in effectively communicating

through the medium of the 'exhibit.' Cross listed with CSP 640. *Residency January (PGP I)*

#### DA 649 User Interface Design (3 credits)

While superb aesthetics may earn admiration and appreciation, excellent interface design leads to clear, almost automatic, action. In this course, students will create and rigorously test the effectiveness of interface designs. They will also experiment with novel interfaces and grapple with their implications.

Prerequisite: DA610 Media on the Internet. *Online - Fall (PGP II)*

#### DA 656 Advanced 3D Production (3 credits)

Advanced topics in 3D Modeling and Animation will be covered in this course. Areas of advanced character modeling, surface texturing, character animation, visual effects, compositing, physics simulation, and advanced rendering techniques may be covered. Prerequisite: DA 655 3D Modeling. *Online – Spring (PGP II)*

#### DA 667: Immersive World-Building/DA 667S Immersive World-Building Studio (3 credits)

World-building makes up the foundation of profoundly immersive experiences. Students in this course will design and implement immersive experiences.

Topics will include video game design, virtual reality, and augmented reality.

Prerequisites: DA520 Methods and Data Structures, DA655 3D Modeling. *Residency – July (PGP I)*

#### DA 675/DA 675Y Capstone (1-6 credits)

Students participate in the conception, creation, and distribution of a multimedia arts project. In collaboration with faculty, the student shall conceive the project, develop funding sources and apply for grants, develop and execute a PR campaign, and realize some aspect of the creative content. The student may work with a team of other content providers and producers to experience the workflow and teamwork approach common to commercial production houses. Students will produce a professional portfolio appropriate to their career path. The student's work will be critiqued by the faculty as well as members of the professional community. *Online (PGP II)*

#### DA 699 Independent Study (1-4 credits)

To pursue advanced study of certain material or topics not covered in the Digital Arts curriculum, students may choose to design an independent study with a faculty member and the approval of the program director. *Online (PGP II)*

#### DA 700A/700B Creative Seminar (3 Credits)

The Creative Seminar is a course that will focus on critique of MFA student work across fields. The Creative Seminar is split into two portions. The first occurs online and is focused on a major creative work by the student. The second portion is held during a residency, and focuses on critical review of the

major work. Both the online and residency portions of the Creative Seminar may include both student critique and presentations by faculty and guest speakers. The intention of the Creative Seminar is to help a student successfully realize a large-scale artistic project suitable for exhibition. An MFA student must complete the Creative Seminar before enrolling in Thesis Document or Capstone credits. *Online (PGP II)*

#### DA 799 Thesis (3 credits)

For MFA students, the Thesis accompanies the Capstone, and is taken for credit any time concurrently with the Capstone. While Capstone projects are primarily focused on the realization of a major artistic project, the Thesis is focused on critical theory and analysis relating to the major project. Successful completion of Thesis is tied to the successful defense of the Capstone. *Online (PGP II)*

### ENV 615: The Environment and the Media (3 credits)

This course introduces students to the role of the media and communications in articulating environmental claims, issues, and challenges. It will explore techniques for communicating across social and political differences, expressing complex technical issues, mediating contentious issues, managing crisis rhetoric, and identifying sources and forms of bias and misrepresentation. Students will investigate effective and innovative strategies of communication, evaluate popular environmental discourse, and analyze environmental rhetoric. *Online – Spring (PGP II)*

### ENV 621: Environmental Governance (3 credits)

This course approaches environmental governance from a multi-level perspective, including community-based environmental management, and policy and governance structures formally represented in institutions as well as adaptive and emergent forms shaped in response to decentralized negotiations over decisions and access to resources. In addition to this multilevel framework, the course will focus on the process of policy making, decision analysis, the problem of scaling, and the techniques of scenario planning. It will present basic concepts and illustrate real-world concerns in case studies. *Online – Fall (PGP II)*

### ENV 623: Environment, Culture, and Community (3 credits)

This course explores the interrelations and interdependencies of environment, culture, and community. Beginning with the current state of the world and its sustainability crisis, we will explore global environmental issues and topics, focusing on cultural and community impacts. Students will be exposed to a range of domestic, international, rural, and urban theaters of conflict and change, as well as the complex political, social, scientific, and methodological challenges of working at the intersection of environment, culture, and community. *Residency July (PGP I)*

### ENV 624: Environmental Research (6 credits)

This research and methods course is offered in four 1.5 credit-hour sections: Science & Philosophy; Systems Thinking and Modeling; Research Methods; and Evaluating Claims—all of which are required, in any sequence. The course is designed to ground students in the qualitative and quantitative bases of research methodology, with the dual goal of training students to interpret, evaluate, communicate, and use scientific-research findings as well as design and conduct social science research projects.

Section A: Science and Philosophy introduces students to the scientific method and philosophical traditions, including positivism, phenomenology, and pragmatism, and debates between realism, instrumentalism, and constructivism deeply informing our approaches, assumptions, and understanding of environmental issues, problems, and solutions. *Residency – January (PGP I)*

Section B: Systems Thinking and Modeling introduces students to the concept of systems thinking, design thinking, nonlinear dynamics, thresholds, uncertainty and surprise, and the importance and application of feedback loops in ecosystems, built-environment impacts, and human ecology. In this class, students will learn to develop models as useful technologies and tools in socioecological analysis. *Residency (PGP I)*

Section C: Research Methods instructs students in formulating research questions and designing methods to measure, sample, or model them. This section includes both quantitative and qualitative methods, such as surveys, ethnography, case study, and participatory-action research. In this class, students will develop a research proposal. *Residency (PGP I)*

Section D: Evaluating Claims presents case studies and critical analysis of research claims by examining the premises, logic, and application of method, as well as the validity and quality of the data. Students will develop quantitative literacy for understanding scientific models (mathematical, population dynamic, and dimensional) and their underlying principles and notational conventions as tools that organize data, define parameters, clarify processes, and enable predictions. *Residency (PGP I)*

ENV 634: Environment, Development, and Economics (3 credits)

This course examines how natural resources intersect with social and economic-development initiatives. We will review the different kinds of natural resources and review case studies of both successes and failures in regard to sustainable use and community benefits. Special attention will be paid to community-based initiatives and examples of inclusive decision making and policy design. *Online – Spring (PGP II)* ENV 653 Special Topics and Issues: Community-Based Conservation (3 credits)

Grounded in conservation history, this course traces the development of complicated ideas concerning our perception of nature and heritage. We'll examine case studies that demonstrate the complexities of managing common pool resources and protecting cultural identities. *Residency – January (PGP I)*

ENV 675/675Y: Environmental Studies Capstone (1-6 credits)

The capstone project will be the culminating project of the student graduate career in the program. He or she will complete either a traditional academic thesis with an applied focus or a project resulting in a product or event with supporting documentation and a reflective written exercise. Under the guidance of the academic director and a faculty adviser, each student will propose a project, conduct the research, and complete the project within the timeframe of one to two semesters. The nature of expected duties and experiences as well as the work to be accomplished by the student will be determined according to program guidelines and the student's professional interests. Activities, preparation, and evaluation criteria will be determined prior to approval. *Online (PGP II)*

ENV 699: Independent Study (1-4 credits)

This option allows students to determine and submit a self-directed research and/or creative project. Students will present a statement of rationale to the academic director for approval based on the value of the study within the student's overall educational objectives for the program and the overall goals of the MAES program. *Online (PGP II)*

## MA in Historic Preservation

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### HP 601 Introduction to Historic Preservation (4 credits)

Introduction to the history, theory and practice of historic preservation in the United States from the 19th century to present. *Residency – (PGP I)*

### HP 610 American Architecture and Building (3 credits)

Development of American buildings from the colonial period to the present with emphasis on construction materials and technologies that have shaped their appearance. *Online – Spring (PGP II)*

### HP 620 Historic Preservation as Public Policy (3 credits)

Consideration of historic preservation as public policy at the national, state and local levels, with attention to factors that contribute to creating and shaping policies and their administration. *Online – Fall (PGP II)*

### HP 623 Preservation Economics (3 credits)

Exploration of the economics of preservation including the impact of preservation programs and activities on a national, state and local level and the feasibility of individual preservation projects. *Online - Fall (PGP II)*

### HP 628. Independent Study (3 credits)

Students develop the topic and focus of their own course in any area of historic preservation with the assistance of the program director. The faculty member is drawn from experts in the area selected. The course syllabus is written by the student during the semester prior to the one in which HP 628 Independent Study is taken. *Online (PGP II)*

### HP 630 Perspectives on Preservation: Law (3 credits)

Introduction to archeology, cultural landscapes, preservation law, public relations for preservation, international preservation and current topics in historic preservation. *Online - Fall (PGP II)*

HP 632. Preservation Planning for Heritage (3 credits)  
Exploration of preservation planning at the federal, state and local levels with emphasis on the relationship between documenting the historic environment and community planning and on development and the use of local planning techniques to further historic preservation. *Online – Spring (PGP II)*

### HP 631 Historic Property Documentation (3 credits)

Documentation techniques for cultural heritage including research methods, preparation of narrative descriptions and statements of significance, and on-site investigations and evaluation. *Online Fall (PGP II)*

### HP 633 Cultural Landscape Theory (3 credits)

This course explores the cultural landscape idea as a complex of understandings of societies' interrelationship with the physical and social world. Course

exercises and readings challenge us to use that understanding within American preservation practices to address a central question: How will individual and social human interaction inform the identification, protection, and ongoing use of the landscape? *Online – Spring (PGP II)*

HP 634 Preservation Technology (3 credits)

The properties of building materials, the mechanism of deterioration and diagnostic methods, including examining and evaluating historic fabric, sustainability issues, and the whole building's performance as a system is emphasized as the basis for recommendation of appropriate conservation or restoration treatments. *Online Fall (PGP II)*

HP 638 Thesis Proposal (2 credits)

Proposal of the topic, content and focus of the thesis, including literature research and proposed committee members. *Online (PGP II)*

HP 641. Thesis (5 credits)

The thesis is the culmination of the program of study and incorporates a stated hypothesis to examine a preservation issue germane to the student's interest. Students will also have the opportunity of selecting additional faculty for HP 641 with the approval of the thesis director. The thesis committee will examine the written thesis and hear an oral defense. Prerequisite: HP 638 Thesis Proposal. *Online (PGP II)*

*All HP courses require participation in Fall Residency Intro sessions*

### PMGT 601 Leadership and Self-development I: Leadership Styles (3 credits)

This course will help students define leadership styles and set personal goals. Students will integrate conceptual knowledge and self-awareness within the context of ethical practice, social responsibility, and innovative practice (with a 4-day sailing component.) *Online – Summer (PGP I)*

### PMGT 606 Managing an Organization (3 credits)

This course explores the fundamentals of managing a small or medium-sized organization. Ethics and social responsibility, legal principles, building and leading a team, business/organizational planning and development, human resource and diversity issues, and international market implications will be covered. *Online Fall (PGP II)*

### PMGT 608 Principles of Project Management (3 credits)

This course is intended as an overview, describing the fundamental principles, processes, knowledge areas, and tools and techniques of project management. Students will learn how to manage the "faster, better, cheaper" pressures that most organizations face. Topics include the project management life cycle, selecting projects, project planning, quality management, and controlling projects. *Residency – July (PGP I)*

### PMGT 616 Financial Skills and Managerial Accounting (3 credits)

This course covers the creation and interpretation of financial statements, with a particular focus on building financial statements, cash flow, accounting controls, financial analysis, cost-benefit analysis, financial budgeting, and applying accounting information for managerial decision-making. The course stresses using financial information within organizations for understanding and analyzing activities and operations. Students learn linkages between accounting information and management planning through cost analysis (including activity-based costing), operational and capital budgeting, and performance measurement. Students learn how to build financial models, analyze business plans and to justify management decisions to create financially sustainable organizations. *Online - Fall (PGP II)*

### PMGT 617 Principles of Marketing (3 credits)

The purpose of this course is to look at marketing as a broad concept, beyond the usual functions of selling and advertising. Students will explore the principles of marketing management and the tactics for achieving strategic marketing goals. Students will also investigate relevant social and ethical issues related to marketing. The course goals are for students to develop competency and apply the concepts and skills learned in order to produce a professional quality marketing plan. The plan should include an analysis of the customer (including the customer identity, segments, values, and behavior), a clear and compelling value proposition or unique selling proposition, incorporate all the

elements of the marketing mix in appropriate ways, and utilize the tools of segmentation and SWOT analyses to guide strategic marketing decision making. *Residency - July (PGP I)*

#### PMGT 620 Leadership and Self-development II: The Creative Professional (1.5 credits)

This course focuses on the real-world applications of planning, teamwork, marketing, and networking that help independent artists and commercial artists thrive and build long-term careers. Students will develop an understanding of the workflow for creating elaborate multimedia works and learn individual business practices and teamwork skills necessary to achieve success in today's multimedia professions. Practical issues such as the role of unions, agents, and personal managers, and the practice and development of professional networking strategies, the value of artistic content or services, and related topics will be discussed. *Residency - July (PGP I)*

#### PMGT 623 Grant Writing (1.5 credits)

This course provides guidance and resources in the craft of grant writing for programs and organizations. Topics include private and public funders, grantsmanship, and grant management. *Online - Summer (PGP I)*

#### PMGT 625 Organizational Law (3 credits)

This course covers legal requirements and policy implications for for-profit and nonprofit organizations. Topics include the formation and operation of organizations, governance, contracts, property, agency, employment law, intellectual property, liability, fiduciary duties, federal taxation requirements, principles of charitable gifts and restrictions, and state and federal reporting requirements. *Online – Spring (PGP II)*

#### PMGT 630 Designing and Delivering a Learning Experience (1.5 credits)

This course will engage students in preparing for, planning, and delivering a learning experience. Topics will include analyzing and targeting a specific audience; choosing appropriate teaching methods for a given audience; developing and producing content; facilitating discussions; and using an array of top technology tools. Participants will be introduced to prominent theories of teaching and learning, and will be challenged, throughout the course, to integrate the theories in practical applications. Emphasis is on relevancy to a participant's field of study. The course will culminate in participants delivering an impactful learning experience in a face-to-face or online environment, or other medium of their choice. *Residency – January (PGP I)*

#### PMGT 641 Social Networks and New Media (1.5 credits)

Introduction to using online social networks and emerging new media to engage in community building, whether it is around a cause, interest group or a business. This course introduces students to the concepts related to virtual communities and social capital. It starts by examining the impact that new media

has had on culture, politics, traditional media, commerce and relationships. From there it explores the rapidly changing tools for collaboration, curation, consensus building and social media marketing in an online environment. Lastly, the course examines the ethical, legal and provenance issues that arise. Part theory, part sociology with a mixture of business and marketing strategy, students will walk away with their own actionable social media campaigns. *Online – Spring (PGP II)*

#### PMGT 650 Models of Social Entrepreneurship (3 credits)

This course explores different organizational models of how people are working to change the world in positive ways. Looking beyond the traditional categories of non-profit, for-profit, government and education, innovative models that are being developed to address the pressing social and environmental issues faced by communities are identified and analyzed. The topics include: earned income, social ventures, hybrid organizations, crowdsourcing, cooperatives, community engagement, grass tops partnerships, and co-working. Students evaluate existing models to determine their strengths and opportunities for improvement related to their context, resources, power relationships, and their value as solutions to specific problems. *Residency – January (PGP I)*

#### PMGT 675/PMGT 675Y Practicum (1.5 - 6 credits)

The practicum is a variable credit elective educational experience that provides students an opportunity for synthesis and demonstration of their capacity to work in the field of management effectively. Under the mentorship of a faculty committee, students will develop a project or thesis. Students build a portfolio of work that draws on their management courses as well as from their choice of coursework from Goucher's other professional master's degree programs, including cultural sustainability, digital arts, or environmental studies. The practicum culminates in a final project that reflects the students' business acumen applied to a specific context. Students present and defend to the committee a portfolio of work accomplished at the end of the practicum experience. *Online - (PGP II)*

PMGT 699 Independent Study (1.5-3 credits) This option allows students to determine and submit a self-directed research and/or creative project. Students will present a statement of rationale to the academic director for approval based on the value of the study within the student's overall educational objectives for the program and the overall goals of the PMGT program. *Online (PGP II)*

# Other Frequently Referenced Information

## Academic Policies

Academic calendars, policies and procedures are available online and in the Student Handbook available at: [www.goucher.edu/GraduateAcademicPolicies](http://www.goucher.edu/GraduateAcademicPolicies)

## Admissions

Applications for admission to Goucher College's graduate programs are managed by the Director of Admissions and Recruitment for the Welch Center. The application process is available entirely online for the current admissions cycle and future semesters. To learn more about the application process, please visit: <http://www.goucher.edu/graduate-programs/how-to-apply/application-process>

## Course Descriptions

For course descriptions and sample syllabi, please visit the program websites at: <http://www.goucher.edu/graduate-programs>

## Fees & Expenses

For the Fall 2017 entering class, tuition is \$850 per credit hour. Students pay a Residency Fee that covers transportation for field trips, guest speakers, all lunches and dinners, and other materials and special events hosted during residency. Each semester a technology fee is assessed. Modest annual increases in tuition and fees should be expected. For tuition and fees details, please visit: <http://www.goucher.edu/billing/graduate-and-professional-program-tuition-and-refund-information>

## Financial Aid

Students may apply for a Federal Direct Stafford and/or a Direct Graduate PLUS Loan. Eligibility for federal direct loans is based on need, as determined by the Free Application for Federal Student Aid (FAFSA). Students receiving these loans are required to take a minimum of 4.5 credits per semester. To determine eligibility for these loans, please complete the FAFSA at [www.fafsa.gov](http://www.fafsa.gov). Some applicants will be required to submit additional information. We encourage all students to use the Financial Aid Student Tracking System (FASTS) to learn the status of their financial aid file.

For financial aid purposes, the fall semester includes both the fall residency courses and the fall online courses; and the spring semester includes both the spring residency courses and the spring online courses. This means that all the

credits taken during the Residency and Online sessions are combined to determine if a student is a part-time or a full-time student for financial aid.

For more information on how to apply for federal aid, award types, or billing and refunds please, visit [www.goucher.edu/gradaid](http://www.goucher.edu/gradaid)